



中遠海運發展股份有限公司

COSCO SHIPPING Development Co., Ltd. *

(a joint stock limited company incorporated in the People's Republic of China with limited liability)

(於中華人民共和國註冊成立的股份有限公司)

(Stock Code/股份代號: 02866)

NOTIFICATION LETTER 通知信函

20 November 2020

Dear registered holder,

COSCO SHIPPING Development Co., Ltd. (the "Company") – Notification of Publication of Circular, Notice of Extraordinary General Meeting and Proxy Form ("Current Corporate Communication")

The English and Chinese versions of the Current Corporate Communication are available on the Company's website at <http://development.coscoshipping.com> and the HKEXnews website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") at www.hkexnews.hk, and, if you have previously chosen to receive Corporate Communications ^(Note) in printed form, the arranged printed form of the Current Corporate Communication is enclosed.

For the purpose of actively fulfilling our social responsibility to protect the environment, we recommend you to access the website version of Corporate Communications published on the Company's website. The Company's website is easy to access, which includes Traditional Chinese language version and English language version, and all Corporate Communications are timely available on the "Investor" section of our website. You may at any time choose either to receive, free of charge, Corporate Communications in printed form (either in English language version only, Chinese language version only or both language versions) or to review the website version, notwithstanding any wish to the contrary you have previously conveyed to the Company. If you want to change the choice of language and/or means of receipt of all future Corporate Communications, please complete and sign the Change Request Form printed at the reverse side of this letter and return it to the Company's H Share Registrar, c/o Computershare Hong Kong Investor Services Limited (the "Hong Kong Share Registrar") by using the mailing label at the bottom of the Change Request Form (no need to affix a stamp if posted in Hong Kong; otherwise, please affix an appropriate stamp). The address of the Hong Kong Share Registrar is 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong. The Change Request Form may also be downloaded from the Company's website at <http://development.coscoshipping.com> or the HKEXnews website of the Stock Exchange at www.hkexnews.hk.

If you want to receive another printed version of the Current Corporate Communication, please write or send email at csdc.ecom@computershare.com.hk to the Company c/o the Hong Kong Share Registrar specifying your name, address and request. Even if you have chosen (or are deemed to have consented) to receive all future Corporate Communications via website version but for any reason you have difficulty in receiving or gaining access to the Current Corporate Communication, the Company will promptly send the Current Corporate Communication to you in printed form according to your request.

Should you have any queries relating to this letter, please call the telephone hotline of the Hong Kong Share Registrar at (852) 2862 8555 during business hours from 9:00 a.m. to 6:00 p.m., Monday to Friday (excluding Hong Kong public holidays) or send an email to csdc.ecom@computershare.com.hk.

By order of the Board
COSCO SHIPPING Development Co., Ltd.
Cai Lei
Joint Company Secretary

Note: "Corporate Communications" include but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.

* The Company is a registered non-Hong Kong company as defined under the Companies Ordinance (Chapter 622 of the Laws of Hong Kong) and it is registered under its Chinese name and under the English name "COSCO SHIPPING Development Co., Ltd."

各位登記持有人：

中遠海運發展股份有限公司（「本公司」）- 通函、臨時股東大會通告及代表委任表格（「本次公司通訊」）之發佈通知

本公司的本次公司通訊中，英文版本已上載於本公司網站(<http://development.coscoshipping.com>)及香港聯合交易所有限公司（「聯交所」）披露易網站(www.hkexnews.hk），歡迎瀏覽。此外，若閣下曾選擇以印刷本方式收取公司通訊^(附註)，謹亦根據閣下的選擇附上本次公司通訊之印刷本。

為積極履行本公司保護環境的社會責任，本公司鼓勵閣下通過本公司網站查閱公司通訊。本公司網站使用方便，包括繁體中文及英文版本，所有公司通訊均可在本公司網站中「投資者關係」頁面及時索取。閣下可隨時更改早前曾向本公司作出的有關收取公司通訊的方式或語言版本的選擇，將其更改為免費以印刷本方式收取公司通訊（可選擇只收取英文印刷本、或只收取中文印刷本或同時收取中、英文印刷本）或僅在網上閱覽其電子版本。如閣下欲更改今後所有公司通訊之語言版本及/或收取方式，請填妥及簽署在本函背面的更改指示表格，並使用隨附之郵寄標籤寄回本公司的H股證券登記處，香港中央證券登記有限公司（「香港證券登記處」）（如在香港投寄，毋須貼上郵票；否則，請貼上適當郵票）。香港證券登記處的地址為香港灣仔皇后大道東183號合和中心17M樓。更改指示表格亦可於本公司網站(<http://development.coscoshipping.com>)或香港聯交所披露易網站(www.hkexnews.hk)內下載。

如閣下欲收取本次公司通訊之另一印刷本，請向本公司提出書面要求並送交到香港證券登記處或電郵至 csdc.ecom@computershare.com.hk，請註明閣下的姓名、地址及要求。即使閣下已選擇以網上方式查閱日後的公司通訊（或被視為已同意以網上方式收取），但因任何理由未能閱覽載於網站的本次公司通訊，本公司將盡快根據閣下的要求寄上有關文件的印刷版本。

如閣下對本函內容有任何疑問，請致電本公司電話熱線(852) 2862 8555，辦公時間為星期一至五（香港公眾假期除外）早上9時正至下午6時正，或電郵至 csdc.ecom@computershare.com.hk 查詢。

董事會命
中遠海運發展股份有限公司
聯席公司秘書
蔡磊

2020年11月20日

附註：「公司通訊」包括但不限於：(a)董事會報告、年度財務報表連同核數師報告及如適用，財務摘要報告；(b)中期報告及如適用，中期摘要報告；(c)會議通告；(d)上市文件；(e)通函；及(f)委任代表表格。

* 本公司為一家根據香港法例第622章公司條例定義下的非香港公司並以其中文名稱和英文名稱「COSCO SHIPPING Development Co., Ltd.」登記。

CSCD-20112020-1(0)



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Change Request Form 更改指示表格

To: COSCO SHIPPING Development Co., Ltd. * (the "Company")
c/o Computershare Hong Kong Investor Services Limited
 17M Floor, Hopewell Centre,
 183 Queen's Road East, Wanchai, Hong Kong

致: 中遠海運發展股份有限公司 (「本公司」)
經 香港中央證券登記有限公司
 香港灣仔皇后大道東 183 號
 合和中心 17M 樓

I/We would like to receive the **current and future** Corporate Communications⁽¹⁾ of the Company in the manner as indicated below:

本人/我們希望以下列方式收取本公司之**本次及將來**公司通訊⁽¹⁾：

(Please mark **ONLY ONE "X"** of the following boxes)

(請從下列選擇中，僅在其中一個空格內劃上「X」號)

- ☐ to access the **website version** of all future Corporate Communications published on the Company's website in place of receiving printed copies and to receive a printed notification letter of the publication of the website version; **OR**
 查閱在本公司網站發表之公司通訊**網上版本**以代替收取印刷本，並收取公司通訊網上版本已刊發的通知信函；**或**
- ☐ to receive the **printed English version** of the current and future Corporate Communications **ONLY**; **OR**
 僅收取本次及將來公司通訊之**英文印刷本**；**或**
- ☐ to receive the **printed Chinese version** of the current and future Corporate Communications **ONLY**; **OR**
 僅收取本次及將來公司通訊之**中文印刷本**；**或**
- ☐ to receive **both printed English and Chinese versions** of the current and future Corporate Communications.
 同時收取本次及將來公司通訊之**英文及中文印刷本**。

Signature:

簽名

Contact telephone number:

聯絡電話號碼

Date:

日期

Notes

附註：

- Please complete all your details clearly.
請 閣下清楚填妥所有資料。
 - Any form with more than one box marked "X", with no box marked "X", with no signature or otherwise incorrectly completed will be void.
如在本表格作出超過一項選擇、或未有作出選擇、或未有簽署、或在其他方面填寫不正確，則本表格將會作廢。
 - The above instruction will apply to all future Corporate Communications to be sent to you until you notify otherwise by reasonable notice in writing to the Company's H Share Registrar, Computershare Hong Kong Investor Services Limited, at 17M Floor, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong.
上述指示適用於將來發送予 閣下之所有公司通訊，直至 閣下發出合理書面通知予本公司之 H 股證券登記處，香港中央證券登記有限公司，地址為香港灣仔皇后大道東 183 號合和中心 17M 樓另作選擇為止。
 - If you have any difficulty in receiving or gaining access to any of the Corporate Communications for any reason, the Company will promptly send the printed version of such Corporate Communications to you according to your notice.
閣下因任何理由以致在收取或接收任何公司通訊出現困難，本公司將儘快根據 閣下的要求寄上有關文件的印刷版本。
 - For the avoidance of doubt, we do not accept any special instruction written on this Change Request Form.
為免存疑，任何在本更改指示表格上的額外手寫指示，本公司將不予處理。
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- (1) "Corporate Communications" include but not limited to (a) the directors' report, its annual accounts together with a copy of the auditors' report and, where applicable, its summary financial report; (b) the interim report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form.
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Mailing Label 郵寄標籤

Computershare Hong Kong Investor Services Limited
 香港中央證券登記有限公司

Freepost No. 簡便回郵號碼：37
 Hong Kong 香港

Please cut the mailing label and stick it on an envelope
 to return this Change Request Form to us.

No postage is necessary if posted in Hong Kong.

閣下寄回本更改指示表格時，請將郵寄標籤剪貼於信封上。
 如在本港投寄，閣下無需支付郵費或貼上郵票。

Get in touch with us 與我們聯繫

Send us an enquiry 垂詢
 Rate our service 評價
 Lodge a complaint 投訴



Contact Us 聯繫我們

www.computershare.com/hk/contact

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